



First 5 Commission of San Diego

FY 2024-25 Operating Budget
March 20, 2024

Description	Requested Budget FY 2024-25	Budget Notes
Labor		
Salaries & Benefits	\$2,438,115	Staff (13 FTEs)
HHS A Burden	\$380,346	Overhead charge (15.60% of labor)
Total Labor Costs	\$2,818,461	
Services & Supplies		
Temporary Staffing Support	5,000	Temporary labor help
Communications	1,440	Warm line access
Cellular Phone Use	7,000	Cell phone service
Insurance	16,260	Prop10 Insurance
First Aid Supplies	100	First Aid Kit & AED supplies
Memberships	67,172	First 5 Association Membership & Professional Orgs
Office Expense	5,000	Consumable supplies
Postage	500	Postage / delivery services
Printing	2,000	Various printing services
County Counsel	7,000	County Counsel
Specialized Services Contracts	60,000	Annual Independent Audit & Consultants
Copy Equipment Rental	5,800	Lease of copy machines
Rents & Leases Services and Structures	305,108	Office lease/Storage
Books and Subscriptions	400	Resource library
Minor Equipment	2,000	Office furniture & other minor equipment
Out of County Travel	7,000	F5 Association Meetings & Conferences
In-County/Non-Travel	3,414	Community and Family Engagement
Staff Mileage	5,000	Mileage reimbursement
Network Services (IT contract)	30,336	Phone/voice mail, network services
Data Center Services (IT contract)	1,750	Email Service
Desktop Computing (IT contract)	22,500	Computers & Printers
Catalog Items (IT contract)	1,000	IT products
Total Services and Supplies	\$555,780	
Data & Evaluation Services	\$868,770	Database and External Evaluation Services
Total Operating Expenses (lines 14, 40, & 42)	\$4,243,011	
	Additional Requested Budget	Previously Approved
Program Funding	\$ -	\$ 33,056,815
		Total: \$33,056,815
TOTAL Operating Budget (lines 44 & 46)	\$4,243,011	\$ 33,056,815
		\$37,299,826

Detail follows on Pages 2 & 3

$\text{Admin Rate} = \frac{\text{Operating Expenses (less Evaluation-Program)}}{\text{Total Operating Budget}} = \frac{\$4,243,011 - \$1,062,445 - \$940,085}{\$37,299,826}$
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<p>PROJECTED ADMIN RATE: 6.01%</p>

REVENUE	SOURCE
Prop 10 - Tobacco Tax *	\$ 15,447,673 State of CA Prop 10
Prop 56 Tobacco Tax Backfill *	\$ 5,609,700 State of CA Prop 56
COSD HHS A Public Health - Doula Pilot Program (\$49,900 from FY 23/24) **	\$ - HHS A General & Realignment Funds
COSD HHS A Self Sufficiency Operations - CalWORKs HV	\$ 4,000,000 CA Dept of Social Services
F5CA Home Visiting Coordination Grant 2023-25 (\$470,629 from FY 23/24) **	\$ - First 5 CA
F5CA Impact Legacy Grant 2023-25 (\$1,607,315 from FY 23/24) **	\$ - First 5 CA
Transfer from Sustainability Fund	\$ 12,242,453 First 5 San Diego
TOTAL REVENUE	\$ 37,299,826

* Projected Revenue from State of CA

** Carried Over Revenue in FY23-24 Operating Budget for FY24-25

A	B	C	D	E	F	G	H	I
71	Budget Expenses Detail by Line Item							
72								<i>Total Budget</i>
73	52570 Interdepartmental Expense	Commission staff salaries & benefits (15 FTE's)				\$	2,438,115	
74		Burden Rate to COSD (15.60%)				\$	380,346	
75		Total Labor Costs paid to County of San Diego (HHS)				\$	2,818,461	
76								
77	52010 Temporary Staffing Support	Administrative Support				\$	5,000	
78								
79	52066 Communications non-ISF	Warm line access				\$	1,440	
80								
81	52068 Cellular Phone Use	Service for cell phones and broadband cards				\$	7,000	
82								
83	52132 Insurance							
84		Crime Bond Insurance				\$	3,560	
85		Special Liability Insurance				\$	10,750	
86		Special Property Insurance				\$	1,950	
87		Total Insurance				\$	16,260	
88								
89	52252 Medical Supplies	First Aid & AED supplies				\$	100	
90								
91	52270 Memberships							
92		F5 Association				\$	65,995	
93		Catalyst of San Diego				\$	1,015	
94		Government Finance Officers Association (GFOA)				\$	162	
95		Total Memberships				\$	67,172	
96								
97	52330 Office Expense	Office supplies & products				\$	5,000	
98								
99	52332 Postage	Postage and mail services				\$	500	
100								
101	52334 Printing	Printing services				\$	2,000	
102								
103	52374 County Counsel	County Counsel services				\$	7,000	
104								
105	52396 Evaluation Services							
106		Evaluation	Evaluation			\$	590,000	
107		Database	Data System (CMEDS) Database Management			\$	278,770	
108		Total Evaluation Services				\$	868,770	
109								
110	52432 Specialized Services Contracts							
111		Annual CPA Audit				\$	20,000	
112		Consultants				\$	40,000	
113		Total Specialized Services Contracts				\$	60,000	
114								
115	52530 Rent & Leases Services /Structure	Office Lease/Storage Rent				\$	305,108	
116								
117	52504 Copy Equipment Rental	Rental services for copiers and color copy costs				\$	5,800	
118								
119	52560 Books and Subscriptions	Professional literature for staff				\$	400	
120								
121	52566 Minor Equipment	Office furniture & other minor equipment				\$	2,000	
122								
123	52608 Out of County Travel	Travel for First 5 Association Meetings and Conferences				\$	7,000	
124								
125	52610 In-County/Non-Travel	In-County/Non-Travel expense				\$	3,414	
126								
127	52612 Staff Mileage	Mileage at approved IRS rate				\$	5,000	
128								
129	52721 Network Services	COSD IT contract: Phone, voicemail, data jacks & network services				\$	30,336	
130								
131	52723 Data Center Services	COSD IT contract: Email services				\$	1,750	
132								
133	52732 Desktop Services	COSD IT contract: Rental and service of computers, laptops, and printers				\$	22,500	
134								
135	52750 Catalog Items	COSD IT contract: Upgrades - hardware, software and wireless networking				\$	1,000	
136								

